



AGENDA ENFIELD TOWN COUNCIL REGULAR MEETING

**Monday, October 6, 2014
7:00 p.m. – Council Chambers**

6:50 – Public Hearing- Chapter 14, Article - Property Maintenance

Proclamation – Breast Cancer Awareness

1. **PRAYER – Carol Hall**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL.**
4. **FIRE EVACUATION ANNOUNCEMENT.**
5. **MINUTES OF PRECEDING MEETINGS.**
 - **Special Meeting – September 15, 2014**
 - **Regular Meeting – September 15, 2014**
6. **SPECIAL GUESTS.**
7. **PUBLIC COMMUNICATIONS AND PETITIONS.**
8. **COUNCILMEN COMMUNICATIONS AND PETITIONS.**
9. **TOWN MANAGER REPORT AND COMMUNICATIONS.**
10. **TOWN ATTORNEY REPORT AND COMMUNICATIONS.**
11. **REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.**
 - **Enfield High School Renovation Building Committee**
12. **OLD BUSINESS.**
 - A. **Appointment(s) - Town Council Appointed.**
 1. **Ethics Commission (Alternate) – A Vacancy Exist for a Regular Member (R). Replacement Would be Until 10/31//2014.(Tabled 12/06/2010)**
 2. **Ethics Commission (Alternate) – A Vacancy Exist Due to the Regular Appointment of Ben Ide (U). Replacement Would be Until 10/31/2015.(Tabled 12/06/2010)**

3. **Connecticut Water Company Advisory Council Enfield Representatives-** A Vacancy Exist Due to a Resignation (R). Replacement Would be Until 01/01/2016. (Tabled 04/16/2012)
4. **Connecticut River Assembly –** The Term of Office of William Garner, Regular (D) Expired on 01/12/2013. Reappointment or Replacement Would be Until 01/12/2016. (Tabled 02/04/2012)
5. **Area 25 Cable Television Advisory Committee -** The Term of Office of William St. George (I) Expired 06/30/2012. Reappointment or Replacement Would be Until 06/30/14. (Tabled 04/15/2013)
6. **Ethics Committee-** A Vacancy Exists Due to the Three Consecutive Terms of Kenneth Varriale (U). Replacement Would Be Until 10/31/2015.(Tabled 10/21/13)
7. **North Central District Health Department Board of Directors, Enfield Representative –** A Vacancy Exists Due to the Resignation of David Wawer (R), Replacement Would Be Until 06/30/2016. (Tabled 01/06/14)
8. **Enfield Revitalization Committee-** The Term of Office of Kelly Davis (D) Expires 04/30/2014. Reappointment or Replacement Would be Until 04/30/2017. (Tabled 04/21/14)
9. **Enfield Revitalization Committee-** The Term of Office of Robert LeMay (D) Expires 04/30/2014. Reappointment or Replacement Would be Until 04/30/2017. (Tabled 04/21/14)
10. **Zoning Board of Appeals-** A Vacancy Exists Due to the Resignation of Jake Keller (R). Replacement Would be Until 12/31/2015. (Tabled 04/21/14)
11. **Area 25 Cable Television Advisory Committee-** The Term of Office of Stephen Moriarty (U) Expired 6/30/2014. Reappointment or Replacement Would be Until 6/30/2016. (Tabled 09/15/2014)
12. **River Valley CT Central Regional Tourism District -** The Term of Office of Gertrude Dorous (D), Expired 06/30/14. Reappointed or Replacement Would be Until 06/30/2016. (Tabled 09/15/2014)

B. Appointment(s) - Town Manager Appointed/Council Approved.

1. **Housing Code Appeals Board (Alternate) -** The Term of Office of Constance P. Harmon (R) Expired on 05/01/2001. Replacement Would be Until 05/01/2016. (Tabled 05/07/2001)
2. **Housing Code Appeals Board (Alternate) -** The Term of Office of Lawrence P. Tracey, Jr. (R), Insurance, Expired 05/01/2006. Replacement Would be Until 05/01/2016. (Tabled 05/01/2006)
3. **Building Code Appeals Board –** A Vacancy Exist for Contractor (D), Expired 11/01/2004. Replacement Would be Until 11/01/2016. (Tabled 11/25/2004)

4. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Kenneth J. Bergeron, (D) Chairman, Architect. Replacement Would be Until 11/01/2016. (Tabled 10/16/2006)
5. **Fair Rent Commission** – The Term of Office of Samuel McGill (D), Expired 06/30/2008. Replacement Would be Until 06/30/2016.
6. **Fair Rent Commission** – The Term of Office of William Fausel, (D), Tenant Expired 06/30/2011. Reappointment or Replacement Would be Until 06/30/2015. (Tabled 01/17/2012)
7. **Fair Rent Commission** – The Term of Office of Louise Halle, Tenant, Expired 06/30/2011. Reappointment or Replacement Would be Until 06/30/2015. (Tabled 01/17/2012)
8. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Howard Coro, (D). Replacement Would be Until 11/01/2018. (Tabled 02/04/2013)
9. **Fair Rent Commission** – The Term of Office of Robert Stefanik (D), Homeowner Expired 06/30/2013. Reappointment or Replacement Would be Until 06/30/2015. (Tabled 07/01/2013)
10. *****Fair Rent Commission-** The Term of Office of Elizabeth Gillen (R), Homeowner Expired 06/30/2014. Reappointment or Replacement Would be Until 06/30/2016. (Tabled 09/15/2014)
- C. **Discussion:** Establish Community Center Study Committee. (Develop Charge and Appoint Members) (Tabled 01/05/2009)
- D. **Discussion:** Disposition of Town-Owned Surplus Personal Property.
- E. **Discussion:** Discussion of Acquisition of 350 Enfield Street, Connecticut Water. (Tabled 05/28/2014)

13. NEW BUSINESS.

- A. **Consent Agenda – Action.**
- B. **Appointment(s)–Town Council Appointed.**
 1. **Enfield Beautification Committee** – A Vacancy Exist Due to the Resignation of Alexandra Bozzutto (R). Replacement Would be Until 12/01/2016.
- C. **Appointment(s) – Town Manager Appointed/Council Approved.**
 1. **Inland Wetlands & Watercourse Agency-** A Vacancy Exists Due to the Resignation of Jo Marie Nelson (R). Replacement Would Be Until 06/30/2017.
 2. **Inland Wetlands & Watercourse Agency (Alternate)** - A Vacancy Exists due to the Resignation of Patrick McCarthy (R). Replacement Would Be Until 06/30/2017.

- 3. Inland Wetlands & Watercourse Agency-** A Vacancy Exists Due to the Resignation of Robie Staples (R). Replacement Would Be Until 06/30/2017.

- D. Discussion/Resolution:** 8-24 Referral of Underdeveloped Portion of Neelans Road.

14. ITEMS FOR DISCUSSION.

- A. **Consent Agenda – Review.**

- B. Appointment(s) - Town Council Appointed.**

- 1. Commission on Aging –** A Vacancy Exists Due to the Resignation of Mary Vosburgh (U). Replacement Would be Until 12/31/2016.
- 2. ***Ethics Commission- Chairman –** The Term of Office of John Alexander, (R) Expires on 10/31/2014. Reappointment or Replacement Would be Until 10/31/2016.

- C. Appointment(s) – Town Manager Appointed/Council Approved**

- D. **Discussion/Resolution:** Request for Transfer of Funds for Engineering Plotter \$5,000.

- E. **Discussion/Resolution:** Request for Transfer of Funds for Land Use Commission Other Professional Services \$15,000.

- F. **Discussion/Resolution:** Request for Transfer of Funds for Capital Improvement Fund, Old Town Hall Renovations \$68,000.

- G. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with the Town of Windsor for Housing Rehabilitation.

- H. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with the State of Connecticut for Good Things Happen Grant.

- I. **Discussion/Resolution:** Resolution Setting Public Hearing to Amend Chapter 22, Article II, Cultural Arts Commission.

- J. **Discussion/Resolution:** Resolution Amending Chapter 14, Article IV, Property Maintenance.

- K. **Discussion/Resolution:** Resolution Amending Resolution 9541 Clean Energy Commitment and Creating a Clean Energy Committee.

- L. **Discussion/Resolution:** Non Union Pay Plan 2014-15.

- M. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Sign Memorandum of Understanding to provide Custodial Services to the North Central District Health Department.

- N. Discussion:** Still Meadow Water Study.

- 15. MISCELLANEOUS.
- 16. PUBLIC COMMUNICATIONS/APPLIES ONLY IF PRIOR TO 11:00 p.m.
- 17. COUNCILMEN COMMUNICATIONS.
- 18. ADJOURNMENT.

* REMOVE FROM AGENDA
** MOVE TO MISCELLANEOUS
*** WOULD LIKE TO BE CONSIDERED FOR REAPPOINTMENT

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, SEPTEMBER 15, 2014**

The Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, September 15, 2014 at 5:35 p.m.

ROLL-CALL - Present were Councilmen Arnone, Cekala, Deni, Edgar, Hall, Kaupin, Lee, Mangini, Stokes and Szewczak. Councilmen Bosco was absent. Also present were Town Manager Matthew Coppler, Town Attorney Kevin Deneen, Director of Public Safety Christopher Bromson, Chief of Police Carl Sferrazza, Deputy Chief of Police Gary Collins, Captain of Police Fred Hall, Captain of Police Jeffrey Golden, Town Clerk Suzanne Olechnicki

MOTION #2853 by Councilman Mangini, seconded by Councilman Stokes to go into Executive Session to discuss Matters Concerning Security Strategy, Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2853** adopted 10-0-0 and the meeting stood recessed at 5:36 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 5:37 p.m.

ROLL-CALL - Present were Councilmen Arnone, Cekala, Deni, Edgar, Hall, Kaupin, Lee, Mangini, Stokes and Szewczak. Councilmen Bosco was absent. Also present were Town Manager Matthew Coppler, Town Attorney Kevin Deneen, Director of Public Safety Christopher Bromson, Chief of Police Carl Sferrazza, Deputy Chief of Police Gary Collins, Captain of Police Fred Hall, Captain of Police Jeffrey Golden, Town Clerk Suzanne Olechnicki

Chairman Kaupin recessed the Executive Session at 7:00 p.m., reconvened the Special Meeting at 7:01 p.m. and stated that during Executive Session, Matters Concerning Security Strategy, Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

ADJOURNMENT

MOTION #2854 by Councilman Mangini, seconded by Councilman Stokes to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2854** adopted 10-0-0 and the meeting stood adjourned at 7:02 p.m.

Suzanne F. Olechnicki
Town Clerk/Clerk of the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, SEPTEMBER 15, 2014**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, September 15, 2014. The meeting was called to order at 7:16 p.m.

PRAYER – The Prayer was given by Councilman Edgar.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilmen Arnone, Cekala, Deni, Edgar, Hall, Kaupin Lee, Mangini, Stokes and Szewczak. Councilman Bosco was absent. Also present were Town Manager, Matthew Coppler; Town Clerk, Suzanne Olechnicki; Town Attorney, Kevin Deneen; Director of Public Works, Jonathan Bilmes; Deputy Director of Public Works, Billy Taylor; Town Engineer, John Cabibbo; Daniel Parisi, Engineering Technician-Water Pollution Control; Donald Nunes, Roads Engineer

FIRE EVACUATION ANNOUNCEMENT

Chairman Kaupin made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #2855 by Councilman Mangini, seconded by Councilman Arnone to accept the minutes of the September 2, 2014 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2855** adopted 8-0-2, with Councilmen Edgar and Stokes abstaining.

MOTION #2856 by Councilman Deni, seconded by Councilman Mangini to accept the minutes of the September 2, 2014 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2856** adopted 8-0-2, with Councilmen Edgar and Stokes abstaining.

SPECIAL GUESTS

Chairman Kaupin read two proclamations:

Proclamation designating December, 2014 as Leukemia, Lymphoma and Melanoma Awareness Month

Proclamation designating September 17-24, 2014 as Constitution Week in the Town of Enfield. A contingent from the Daughters of the American Revolution (DAR) was present for this proclamation.

PUBLIC COMMUNICATIONS & PETITIONS

Steve Moriarty, 24 Sidor Drive

Stated his neighbors are very interested in the status of Sidor Drive as concerns road work.

Mr. Moriarty suggested the town make composters available to residents as was done in the past. He noted composting is good for the environment and good for the town.

COUNCILMEN COMMUNICATIONS & PETITIONS

Councilman Mangini requested a speed monitor be placed on Donna Street because there are speeding problems on that road, and residents on that street are very concerned.

She stated her hope they can move forward with ethics training for the Council and other boards.

She requested an update concerning the St. Bernard's crossing.

Councilman Mangini expressed her appreciation to the Enfield Fire Department for a beautiful ceremony commemorating September 11th.

She commended Courtney Hendrickson for her work in putting on a successful commercial real estate development breakfast.

Councilman Deni requested an update concerning the Grant Street resident's complaint about work done on that street by the water company.

He requested an update concerning CREC.

Councilman Deni stated the dedication and installation of the plaque for the veterans' monument should be happening soon.

Councilman Edgar stated he would like to see the Town Manager's report on CREC.

Councilman Cekala stated Family Day on the Green is scheduled for Sunday from 11:30 to 4:00 p.m.

Councilman Lee commended the work that went into creating the Town of Enfield float for the Four Town Parade.

He stated Mr. Kennedy told him about some progress in terms of traffic safety in the school zones. He noted perhaps they can add this as a discussion item at a future meeting.

Councilman Lee requested an update concerning a playground discussion. He noted there are some Principals and PTO's that are excited to learn the Town is organizing this effort.

MOTION #2857 by Councilman Lee, seconded by Councilman Hall to suspend the rules to address under Miscellaneous Items 14 b1, D, E, F and G.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2857** adopted 10-0-0.

Chairman Kaupin thanked Pam Brown and Joel Cox from Social Services who were guests at a recent Mayor's quarterly meeting. He noted they had a good exchange and understanding of the broad range of services provided by the Social Services Department.

He referred to the Commercial Real Estate Development Services Breakfast that was recently held, and noted this is a new initiative that Courtney Hendrickson and her team put together. He noted this was very well received by the businesses.

He stated the September 11th ceremony put on by the Enfield Fire Department and supported by all the fire departments was very moving.

Chairman Kaupin stated the school system is looking to develop collaboration space, and this is used in a lot of businesses today. He explained this replaces the typical board/conference room meeting room. He stated they had representatives from local businesses join with staff from the School and Town systems and they shared a lot of good ideas.

He stated there was a good turnout from Enfield for the Four Town Parade.

Chairman Kaupin stated there was recently a tour of the Enfield High School project, and they're making great progress.

He noted a resident on Kimberly Drive complained that trash pick up is happening as early as 6:30 a.m. He requested a response from Public Works.

Chairman Kaupin suggested consideration be given to extending the water supply to the Enfield Dog Park since a water line is being extended up to the transfer station. He noted the Dog Park Association is willing to share in the cost.

Chairman Kaupin stated a resident in District #4 contacted him about some concerns regarding the absence of speed limit signs, i.e., "caution children" signs, stop bars and obstructed site lines of stop signs, particular in the area of Roosevelt Boulevard, Tabor

Road and other streets in that area. He noted this resident is looking for something to be done similar to what was done on Till Street.

TOWN MANAGER REPORT & COMMUNICATIONS

ROADS 2010

Mr. Coppler stated the Town found sufficient money to do some of the worst roads. He noted it was also determined that depending on how the bids came in, there might be more funds available to do additional roads this year. He noted the Council has a memo from Public Works.

Mr. Nunes stated Public Works completed a review in August of 2014 of the Roads 2010 account only, and they reviewed that analysis with the Finance Department. He noted the results are they have approximately \$5 million dollars remaining in the 2010 account. He explained these funds are primarily the result of a favorable bidding climate, especially regarding recent large projects from this year. He noted an example has to do with the pavement preservation program where the engineers estimated \$6.8 million dollars and the actual proposal price came in at \$5.5 million dollars. He noted the Thompsonville south estimate was \$2.55 million dollars and the actual proposal came in at \$1.98 million dollars, and the road re-construction program was originally estimated at \$1.9 million dollars and it came in at \$1.58 million dollars. He pointed out those savings for just this year alone amounted to \$2.2 million dollars for just these three projects. He stated the 2014 road re-construction currently addresses Kimberly Drive from Neelans to Sam Street and the entire length of Eileen Street. He noted if the \$5 million dollars is utilized to reconstruct the roads in Buckhorn, all the remaining streets in Buckhorn will be completed for that \$5 million dollars, including Christopher, the remainder of Kimberly, Michael, Neelans, Renee, Roland, Sam, Susan and Teach Streets. He stated in consideration of the unique conditions, soil and the construction done in the past, the typical \$300.00 per foot was bumped up to \$350.00 per foot to be sure they have a buffer to allow for construction issues. He noted if the competitive climate continues, they can use any savings for survey or design for Crescent Lake.

Councilman Szewczak questioned if Buckhorn has been designed, and Mr. Nunes stated no, and stated the \$350.00 will include design, inspection, construction, project management, etc.

Mr. Coppler stated if the Council agrees to go forward, they will start the design on Buckhorn and go out to bid in the spring.

Councilman Cekala questioned if they can use the \$5 million dollars to pre-pay on a bond, and Mr. Coppler pointed out the referendum going out for 2015 has already been sent out. He noted they're only authorized to spend the money on what the public has been told the money will be spent on.

Councilman Deni questioned if this entire savings was a result of road projects coming in under bid, and Mr. Coppler indicated that's correct.

Councilman Lee questioned if the savings seen thus far are more associated with the engineering or more associated with material. Mr. Nunes stated it's a result of construction.

Councilman Lee questioned if Buckhorn has been selected because more engineering is needed in Buckhorn. Mr. Taylor stated after attending a number of meetings with the Council over the past year, the sense they received was that a lot of residents and the Town Council wanted to see that area finished because they were on the previous lists and had not been done. He stated if they're going to do reconstruction, and they're going to spend the money in that way, Buckhorn is one of the worst areas in Enfield.

Councilman Lee questioned when bids will go out, and Mr. Taylor estimated next spring.

Councilman Hall questioned if the Council is committed to these subdivisions if the referendum fails. Mr. Coppler stated Town staff is saying these roads are some of the worst still to be addressed as part of the Roads 2010. He noted at this time, the Council has the ability to give staff another recommendation.

Councilman Arnone stated he's in favor of this. He stated his belief it's a great idea to get that whole development done.

Councilman Edgar stated his understanding Buckhorn will be completely re-done, and this money will finish the job, and Mr. Nunes indicated that's correct.

Councilman Edgar stated he's in favor of this.

Councilman Szewczak questioned what percentage of Buckhorn roads will be designed, and Mr. Nunes responded it could be 10% to 15%.

Councilman Szewczak stated she's in favor of this.

Councilman Mangini questioned how people can find their road status on the website, and Mr. Nunes stated this information can be found on the home page of the Town's website.

Councilman Deni stated his belief this is a great idea, and he's happy to see the money left over. He noted the public should know everyone in Enfield should have an opportunity to get a road completed. He stated Enfield residents need to support the upcoming road referendum.

Chairman Kaupin stated he receives a lot of comments from residents who aren't happy with micro-surfacing. He noted the connectors between the road and driveways on Glenwood haven't been completed. He stated he wants to be sure there are funds to make

corrections. He noted there's a huge difference between Circle Drive and Glenwood although they had the same treatment.

Chairman Kaupin stated they need to address the next step after they reallocate roads out of 2015 and how they spend the \$60 million and how they prioritize the additional funds within 2015.

Mr. Taylor explained micro-surfacing seals cracks and lays down a thin layer. He noted this is a new process in Enfield. He pointed out it's a widely used treatment across the country, and it's cost effective. He noted a different process was used between Michael Drive and Glenwood Road.

Chairman Kaupin stated once the consultant's report is completed, he would like Public Works to contact the residents on Michael Drive and Glenwood Road to share a synopsis of that report.

There was a consensus to move forward as planned.

Discussion followed about a sewer lining project. A short video presentation was shared with Council illustrating this process. Mr. Bilmes noted this process will be used on Southwood Road, John Street and Hartford Avenue.

Councilman Mangini questioned whether this project can be completed on a road within one day, and Mr. Parisi noted it would take two to three days to do Southwood Road. He noted individual homes would only be effected for one day.

Councilman Cekala questioned how residents learn about the project, and Mr. Bilmes stated the company doing the work provides a notice a week in advance and then the day before the work begins. Councilman Cekala suggested phone calls also be placed.

Councilman Hall questioned whether it's planned to do this work elsewhere, and Mr. Bilmes stated they will be doing this every year.

Councilman Arnone stated his understanding this is a good method used throughout the country.

Chairman Kaupin questioned when the work will be done, and Mr. Bilmes responded October, and the Town Manager will be kept updated.

Chairman Kaupin questioned whether this method will address sinkhole issues, and Mr. Bilmes responded yes.

Councilman Arnone questioned whether manhole rehab will be taking place at the same time, and Mr. Parisi responded not at this time.

On another note, Councilman Lee questioned the status for the sand/salt stockpile for this winter, and Mr. Bilmes stated the State just had their bid, but they have not yet released those numbers. He noted once they do, the Town will make its purchase. He added his belief the Town should be okay with salt.

Councilman Mangini questioned what hour trash pick up is suppose to begin, and Mr. Bilmes stated the start of the normal pick up hour is 7:00 a.m. He noted they want to start trash pick up earlier in those areas where road construction is going on so that the trash pick-up trucks can access those roads before they get blocked for road work.

Mr. Coppler stated he will follow up on other questions tomorrow morning.

Chairman Kaupin requested a response concerning the military tax question. Mr. Coppler stated he wants to reach out to the State Reps regarding this question. He noted there's not anything within the State statutes that allows them to waive this and go back and do it retroactively.

Chairman Kaupin stated he was contacted by the parents of an active service member who served two tours in Afghanistan, two tours in Japan and is currently living on the west coast and about to be deployed again to Afghanistan. He noted this service member wants to keep his Enfield residency and he has a car, however, for a couple years he missed the filing for the exemption on the taxes. He requested the Council discuss this and possibly recommend legislation in the upcoming session whereby a military person is able to produce documentation to address taxes retroactively.

Councilman Edgar stated his understanding that at one time, they could go back three years.

Chairman Kaupin questioned how much is owed in taxes, and was told it's over \$2,000 over four years.

Councilman Arnone stated they should get a P.O. Box and get a fund going.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Deneen stated they had the first training session on reviewing the ethics code with town employees and two more sessions are scheduled for later this week.

As concerns the CREC project, Attorney Deneen stated the record was certified the end of July, and the record in court was filed in August. He noted there was a slight amendment to the record last week. He stated CREC's brief is due next week, and the Town's brief will be due a month later. He noted this is according to the original timeframe he laid out for the Town Council.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilman Szewczak stated the Enfield High School Building Committee will have a booth at the Family Day event on the Town Green.

Councilman Hall provided a brief update on the School Security Subcommittee. She noted there will be a meeting with Michael Doran on September 25th at 6:30 in the JFK Middle School auditorium. She noted Mr. Doran is the co-founder of Safe Havens International.

Councilman Mangini provided CCM updates. She noted there seems to be a movement by the State to put a reimbursement cap on school construction projects. She noted she did question whether this would effect current projects, and she was told it shouldn't. She stated she would like the Town to be sure they won't be effected by a reimbursement cap because of the current project. She noted the other issue dealt with municipal stormwater changes. She stated DEEP is proposing to regulate all municipalities, and there's going to be a public hearing on September 24th, and Enfield's Public Works Department is on top of this. She noted CCM will keep the town informed on both of these issues as they progress. She stated there was an Education Subcommittee meeting this morning, and they will put together a draft on issues important to municipalities, i.e., special education funding, MBR and ECS. She noted the unfunded mandates are always stumbling blocks, and the Town needs to reach out to CABE and other groups where they could lobby more strongly to reduce some of the financial burden on individual towns.

Councilman Lee stated Development Services will be meeting on September 24th.

OLD BUSINESS

All Old Business items remained tabled.

NEW BUSINESS

All New Business items remained on the agenda.

ITEMS FOR DISCUSSION

Items B2, C-1, 2 & 3 and H moves onto the next agenda.

MISCELLANEOUS

NOMINATION #2858 by Councilman Arnone to appoint Pauline LaCroix to the Commission on Aging for a term which expires 12/31/2014.

MOTION #2859 by Councilman Mangini, seconded by Councilman Deni to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2859** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Pauline LaCroix appointed to the Commission on Aging by a 10-0-0 vote.

RESOLUTION #2860 by Councilman Lee, seconded by Councilman Mangini.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer, referred to as Attachment A, is hereby made:

CERTIFICATION: I hereby certify that the funds stated in Attachment A are available as of September 9, 2014.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #2860** adopted 10-0-0.

RESOLUTION #2861 by Councilman Lee, seconded by Councilman Hall.

WHEREAS, the Enfield Town Council has authorized Development Services to Establish Revenue Account 10040000 417060 for Economic Development events;

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council specifies that any donations received by Enfield Development Services through Economic Development event will be committee to the use for Economic Development events and may be paid from account 10040000 417060.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #2861** adopted 10-0-0.

RESOLUTION #2862 by Councilman Mangini, seconded by Councilman Deni.

WHEREAS, Chapter 14, Article IV of the Town Code of Enfield addresses property maintenance for properties within the Town of Enfield; and

WHEREAS, the Town Council has found this Article insufficient to address the concerns of the Town relating to the impact of grass, weeds, or similar growths greater than 12 inches and the accumulation of persistent garbage, refuse or trash on the general health, safety and welfare of the residents of the Town; and

WHEREAS, the Town Council wishes to seek input from the residents of the Town of Enfield on the proposed amendments to Chapter 14, Article IV, Property Maintenance related to grass, weeds, or similar growths over 12 inches and the accumulation of persistent garbage, refuse or trash.

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, October 6, 2014 at 6:40 p.m. to allow interested residents an opportunity to express their opinions regarding the Proposed Amendment to the Town Code of Enfield, Chapter 14, Article IV, Property Maintenance.

Mr. Coppler stated based upon the last two year's experience related to the growth of grass, weeds, trash, etc., it was felt they should reduce the period of correction. He feels that will allow them to interdict the situation more quickly than what's experienced now.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #2862** adopted 10-0-0.

RESOLUTION #2863 by Councilman Hall, seconded by Councilman Mangini.

WHEREAS, the additional funding is necessary to convert to a new permit tracking software and to create a more efficient and expedient permit process; and

WHEREAS, a Public Hearing has been held in accordance with Charter requirements on September 15, 2014; and

WHEREAS, it has been determined this is in the best interest of the Town of Enfield to make changes to the Building Permit Fes.

NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby adopt the amended and revised fee schedule ordinance heretofore attached as "Attachment A".

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #2863** adopted 10-0-0.

PUBLIC COMMUNICATIONS

Steve Moriarty, 24 Sidor Drive

Stated he has not heard anyone saying Sidor Drive will be done. He noted Sidor Drive received a rating of less than 59, and then it was changed to 64 without any road work being done. He noted Sidor Drive is unsafe for a visually impaired person on his street as well as another resident in a wheelchair. He stated he wants to see Sidor Drive on the list of roads to be done before he endorses anything. He urged the Council to give serious consideration to including Sidor Drive on the listing of roads to be done.

Jack Sheridan, 7 Buchanan Road

Stated Buchanan Road did not need to be done, and they caused a problem with his driveway.

He stated at \$2.26 per thousand for the new referendum, a \$200,000 house will increase the taxes \$452.00. He stated he's unsure whether Enfield taxpayers can afford that.

Mr. Sheridan questioned why roads were left undone. He questioned when they first learned there was \$5 million dollars left over. He feels trying to pass a \$60 million dollar road project is unrealistic.

COUNCILMEN COMMUNICATIONS & PETITIONS

Councilman Lee stated at the District #2 quarterly meeting in June, there was a conversation about the expectation that bids would come in competitively.

Mr. Coppler stated last year they knew there was going to be money left over, however, they didn't know the amount of money that was going to be left over from the projects that hadn't been bid at that point in time.

ADJOURNMENT

MOTION #2864 by Councilman Mangini, seconded by Councilman Hall to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #2864** adopted 10-0-0, and the meeting stood adjourned at 9:17 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

Appended to minutes of
09/15/2014 Regular
Town Council Meeting
See Page 9

Council Transfer
Attachment A

<u>Department/Division</u>			<u>From</u>	<u>To</u>			<u>Department</u>
Collect Bargaining Transfers	10800092	593070	1,122	1,122	10130000	511000	Town Attorne
Collect Bargaining Transfers	10800092	593070	2,171	687	10150000	512000	Registrar of V
				109	10150000	513400	
				703	10150000	522000	
				672	10150000	522100	
Town Clerk							Town Clerk
Salaries	10160100	511000	108	108	10160100	522100	
Records Management							Records Mana
Disposal Charges	10161600	542100	223	216	10161600	511000	
				7	10161600	516000	
Human Resources							
Unemployment	10170000	525000	1,542	1,542	10170000	511000	
Finance Admin							Finance Admi
Medical	10180100	521000	79	79	10180100	553100	
Assessment & Revenue Coll							Assessment &
Medical	10183000	521000	4,445	4,445	10183000	511000	
General Services							General Servi
Office Supplies	10184000	561200	1,997	1,583	10184000	511000	
Dues & Fees	10184000	581000	234	648	10184000	512000	
Boards & Commission							Boards & Com
Assessment Appeals							Assessment A
Miscellaneous	10190905	589000	210	253	10190905	522000	
				60	10190905	522100	
Revitalization							Revitalization
Miscellaneous	10190922	589000	158	44	10190922	522000	
				11	10190922	522100	

Beautification							Beautification
Miscellaneous	10190955	589000	21	17	10190955	522000	
				4	10190955	522100	
Historic District Commission							Historic District
Miscellaneous	10190960	589000	300	19	10190960	522000	
				5	10190960	522100	
				276	10190991	589000	Prison Commi
Loan Review Committee							Land Use Com
Miscellaneous	10190993	589000	195	180	10190995	512000	
				12	10190995	522000	
				3	10190995	522100	
Police Services							Public Safety
Medical	10200500	521000	45,628	430	10200100	511000	
				14	10200100	516000	
				347	10200100	522000	
				10	10200100	522100	
				315	10200100	526000	
				44,512	10200500	514102	Police Service
B & G							B & G
Workers Comp	10300340	526000	9,839	62,645	10300340	511000	
Prof Development	10300340	532200	7,437				Custodial Mai
Utility Services	10300340	541000	2,356	8,037	10300345	522000	
Water/Sewer	10300340	541100	3,329	2,900	10300345	532200	
Telephone	10300340	553100	6,241	1,497	10300345	543200	
Natural Gas	10300340	562100	8,385	1,687	10300345	553100	
Electricity	10300340	562200	1,753	5,437	10300345	561500	
Gasoline	10300340	562600	1,274				
Highway Maintenance							Highway Main
Medical	10300370	521000	3,438	5,431	10300370	511000	
Workers Comp	10300370	526000	11,843	123	10300370	514000	
Grounds Services	10300370	542400	28,115				
Maint/Building Supplies	10300370	561400	3,747				
Equipment Maintenance							Equipment M

Vehicle Maintenance	10300380	543300	3,950	3,950	10300380	5110000
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Refuse Collection

Refuse Collect

Disposal Costs	10300390	542100	25,264	22,299	10300390	511000
				80	10300390	513000
				2,885	10300390	526000

Library

Library

Salaries	10500100	511000	1,839	7,238	10500100	521000
Equipment Maint	10500100	543200	1,033	921	10500100	522000
				207	10500100	522100

ETV

Salaries	10551000	511000	1,347
Medical	10551000	521000	1,015

Collect Bargaining Transfers	10800092	593070	3,132
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Development Services

Planning

Salaries	10600100	511000	25,545	24,863	10606100	511000
				180	10606100	512000
				502	10606100	516000

Zoning Commission

Zoning Comm

Social Security	10606200	522000	159	650	10606200	512000
Prof Development	10606200	532200	235			
Prof Services	10606200	533000	201			
Postage	10606200	553500	55			

Clean Energy Committee

Special Events

Miscellaneous Expenses	10700770	589000	722	722	10700780	589000
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Collect Bargaining Transfers

Pension & Ret

	10800092	593070	<u>5,900</u>	<u>5,900</u>	10800091	519000
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Total General Fund

			216,587	216,587
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WPC

Utiltiy Services	21003350	541000	21,000	40,275	21003350	514000
Equipment Maint	21003350	543200	<u>21,309</u>	<u>2,034</u>	21009090	526000

Total WPC			42,309	42,309		
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Information Technology

Technological Services	24012100	533400	6,125	5,343	24012100	511000
				444	24012100	516000
				338	24012100	521000

Total Information Technology			6,125	6,125		
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Social Services

Administration

Administration

Other Professional Services	22040001	533900	935	602	22040001	521000
				11	22040001	521500
				1	22040001	522100
				319	22040001	526000

Congregate Living

Congregate Living

Health Insurance	22040413	511000	6,241	11,846	22040413	512000
Food	22040413	563000	2,880			

Adult Day Care

Professional Development	22040431	532200	265	6,524	22040431	513200
Equipment Maintenance	22040431	543200	200	54	22040431	516000
Postage	22040431	553500	398	469	22040431	521000
Travel	22040431	558000	300	26	22040431	521500
Tech Supplies	22040431	561300	273	1,526	22040431	526000
Safety Materials	22040431	561600	353			
Other Supplies & Materials	22040431	561900	447			
Food	22040431	563000	483			
Uniforms	22040431	565000	300			
Licenses	22040431	581100	452			

Child Development Center

Child Development Center

Stipend	22040432	516000	2,341	8,036	22040432	522000
Salaries	22040432	511000	7,611	903	22040432	522100
Professional Services	22040432	533000	2,182	1,013	22040432	526000
Health Services	22040432	533300	543	7,652	22046014	511100
Health Insurance	22046014	521000	17,121	21,946	22046014	
Social Security	22046014	522000	10,306	500	22046014	532500
Food	22040432	563000	7,797			

Youth Services

PT Salaries	22046084	512000	690	690	22046084	533900
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Youth Services**Neighborhood Services**

Postage	22040460	553500	405	585	22040460	511000
Copying	22040460	555100	590	53	22040460	521000
Office Supplies	22040460	561200	681	5	22040460	521500
Tech Supplies	22040460	561300	88	207	22040460	522000
				49	22040460	522100
				865	22040460	553100

Neighborhood Services**Family Resource Center**

Workers Comp	22040470	526000	77	77	22040470	516000
Parent Acct	22040470	532500	1,500	1,500	22040470	553100

Family Resource Center**Total Social Services**

65,459	65,459
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Dog Fund

Miscellaneous expenses	25120075	589000	2,002	525	25120075	512000
				1,373	25120075	514000
				84	25120075	522000
				20	25120075	522100

Total Dog Fund

2,002	2,002
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APPROVED BY

Date

Sec. 14-32 Fee Schedule

Fees for permits issued by the Division of Building Inspection shall be:

FEE SCHEDULE

- (a) New construction and alterations per \$1000.00 or fraction thereof \$16.50
- (b) Demolition per \$1000.00 or fraction thereof \$16.50
- (c) Moving a building per \$1000.00 or fraction thereof \$16.50
- (d) Mechanical permits per \$1000.00 or fraction thereof \$16.50
- (e) Minimum fee for any permit \$30.00
- (f) Residential sewer construction \$50.00
- (g) Commercial sewer construction \$200.00
- (h) Removing a stop work order \$100.00
- (i) Except for emergencies, fees shall be doubled for work started before permit issuance.
- (j) When a permit is issued, any fees paid are non-refundable
- (k) Permits for work on a structure owned by the Town of Enfield or any fire district incorporated within the Town of Enfield are exempt from the fees in this schedule.
- (l) The value of the work being done includes labor and materials at fair market rates. The value of new construction shall be determined by using approved, established construction costing data such as the International Code Council Building Valuation Data or the Marshall & Swift Residential Cost Handbook.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**RESOLUTION REGARDING THE REFERRAL TO PLANNING AND ZONING
COMMISSION FOR THE PROPOSED DISCONTINUANCE OF A PORTION OF
THE R.O.W. FOR NEELANS ROAD**

WHEREAS, the Town of Enfield has received a request from the owner of 74 Town Farm Road, Joseph Bosco, to discontinue, pursuant to Connecticut General Statute §13a-49, the undeveloped right of way of Neelans Road, commonly known as "Old Neelans Road" between Town Farm Road and Neelans Road; and

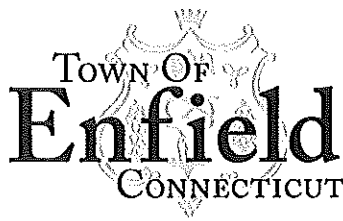
WHEREAS, the Council must refer this proposed transaction to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute §8-24;

NOW, THEREFORE, BE IT RESOLVED, that the proposed discontinuance described above be referred to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute §8-24.

Prepared by: Town Manager's Office
Date Prepared: September 11, 2014



The Town of Enfield, CT makes no warranty as to the accuracy, reliability, or completeness of the information and is not responsible for any errors or omissions or for results obtained from the use of the information.



September 29, 2014

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Public Works \$5,000

Councilors:

Highlights:

- The current DPW/Engineering plotter that was purchased in 2007 has recently failed. Recent quotes to repair the plotter exceed \$1,000 therefore replacement is the best fiscal/operational solution.
- The plotter largely used by Engineering is also used by several other Town departments for various reasons including but not limited to:
 - Creating large format contract plans drawn on AutoCad
 - Creating large (36 inch wide) Town maps
 - Creating presentations and various Town plans
 - Creating wetland and zoning maps
 - Printing large color documents

Budget Impact:

There is no net budget impact for purchasing the plotter as funds received from auctioning Town DPW surplus vehicles and equipment will be used for the purchase.

Recommendation:

It is recommended that the Town Council approve the following transfer for the purchase of a replacement plotter for the Engineering division as well as other Town departments.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jonathan S. Bilmes".

Jonathan Bilmes, PE
Public Works Director

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO: CIP Public Works

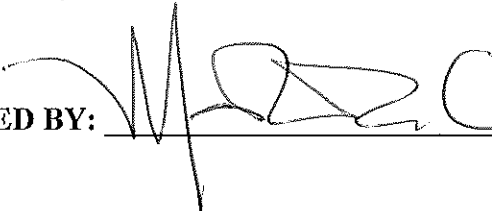
Technology Equipment	31008708-573400	\$ 5,000
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FROM: CIP Revenue

Proceeds From Auctions	31042015-417027	\$ 5,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of September 29, 2014


A. Lynn Nenni, Director of Finance

APPROVED BY:  **Town Manager**

Date: 10/02/2014



TOWN OF ENFIELD

September 25, 2014

Honorable Member
Enfield Town Council
Enfield, Connecticut

**Subject: Request of Transfer for Land Use Commission Other Professional Services
\$15,000**

Councilors:

Highlights:

- Funds required to pay for transcription services through Transcription Plus, LLC
- Requested transfer will cover services through end of calendar year

Last fiscal year the Planning Division retained the services of Transcription Plus, LLC in lieu of hiring recording secretaries. Under the fiscal year 2014-2015 budget, funds should have been allocated for transcription services. However, the funds remained under part-time salaries for recording secretaries.

Budget Impact:

A balance has accumulated from existing invoices from Transcription Plus, LLC. Additional funds are required to pay for the balance and future services.

Recommendation:

I recommend that the Town Council approve the request of transfer in order to pay for these services.

Respectfully Submitted,

Courtney Hendricson
Assistant Town Manager for Development Services

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO: Land Use Commissions

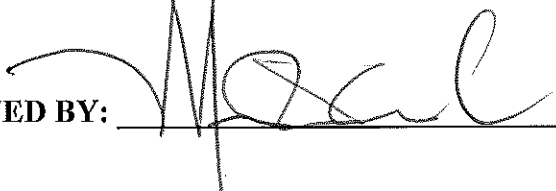
Other Professional Services 10190995 -533000 \$15,000.00

FROM: Appropriated Fund Balance

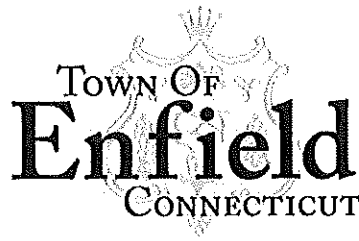
Appropriate Fund Balance 10040000- 499000 \$15,000.00

CERTIFICATION: I hereby certify that the above-stated funds are available as of October 6, 2014.

 9/26/2014
A. Lynn Nenni, Director of Finance

APPROVED BY:  **Town Manager** **Date:** 10/02/2014

October 1, 2014



Honorable Members
Town Council
Enfield, Connecticut

Subject: Request of Transfer for Replacement of the Old Town Hall Roof \$68,000

Councilors:

Highlights:

- The Old Town Hall (Museum) roof is in need of replacement due to age.
- The project is currently out to bid and is scheduled to be opened October 15, 2014
- Preliminary estimates range from \$55,000 to \$80,000
- Currently the CIP for the Old Town Hall has \$12,390, so \$68,000 needs to be transferred into that account

Over the last year plus, there has been a number of leaks within the roofing system of the Old Town Hall. Being a Town owned building, it is our responsibility to provide the necessary repairs to the building, thus protecting the Town's historical heritage and artifacts.

Staff began the review of the needs of the roof of the building and determined a complete replacement is necessary. The specifications were produced and the project is currently out to bid with a return date of October 15, 2014.

The current estimate for the project is between \$55,000 to \$80,000. The variance is so great because the total deterioration of the sub-structure of the roof is unknown. If more the roof decking needs to be replaced, the cost would of course be higher. The recommended transfer will insure adequate funding is available for replacement. Funding will be transferred from the South Maple Street Bridge Project which is completed and ready to be closed out.

Budget Impacts

Funding will be transferred from the South Maple Street Bridge Project which is complete and can be closed out. Currently there is \$70,329.48 available in that CIP project to transfer.

Recommendation

It is recommended that Council approve the attached transfer so the Old Town Hall roof can be replaced.

Respectfully,

Matthew W. Coppler
Town Manager

Attachments:

1. Resolution
2. Transfer

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO: CIP Old Town Hall Renovations

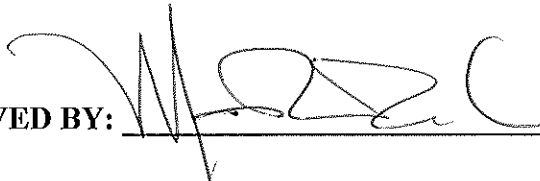
Construction Services	31008111-545000	\$ 68,000
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FROM: CIP South Maple Street Bridge

Construction Services	31008310-545000	\$ 68,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of October 1, 2014


A. Lynn Nenni, Director of Finance

APPROVED BY:  **Town Manager**

Date: 10/02/2014



TOWN OF ENFIELD

September 26, 2014

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing Town Manager to Enter into Agreement with the Town of Windsor for Housing Rehabilitation Services

Councilors:

Highlights:

- Extend Contract for service with Town of Windsor
- Agreement has been in place since 2009
- Provide part-time assistance with CDBG Housing Rehab program

The Office of Community Development is requesting a contract extension for part time Housing Rehabilitation services with the Town of Windsor. For the past 3 years our office has utilized James Hallisey on a part time basis to manage our Housing Rehabilitation program. Currently Jim works 15 hours per week. Mr. Hallisey will remain an employee of the Town of Windsor. Payments are currently made to the Town of Windsor on a monthly basis, and Windsor will continue to provide Mr. Hallisey with employee benefits.

Budget Impact:

Funding for this position comes from various grant programs and will not impact the Town's budget

Recommendation:

I recommend the approval of this contract extension in order to maintain the CDBG Housing Rehab program.

Respectfully Submitted,

Peter Bryanton
Director of Community Development

Attachments:

1. Resolution
2. Agreement

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

**RESOLUTION TO APPROVE CONTRACT
PROVIDING PROJECT MANAGEMENT SERVICES**

WHEREAS, the 2012 Community Development Block Grant Small Cities Housing Rehabilitation Program (the Program) must be completed by the Town of Enfield Office of Community Development prior to June 30, 2015;

WHEREAS, the Town of Windsor has Community Development staff available to assist the Town of Enfield by providing project management services for the Program fifteen hours per week; and

WHEREAS, the Town of Enfield wishes to enter into a contract with the Town of Windsor for such project management services.

NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council hereby authorizes the Town Manager to sign the attached contract with the Town of Windsor to provide project management services for the Program.

CONTRACT FOR PROFESSIONAL SERVICES

The Town of Enfield, a municipal corporation organized pursuant to the laws of the State of Connecticut, with principal offices at 820 Enfield Street, Enfield, Connecticut 06082 ("Enfield") and the Town of Windsor, a municipal corporation organized pursuant to the laws of the State of Connecticut, with principal offices at 275 Broad Street, Windsor, CT 06095 ("Windsor") hereby agree:

1. Windsor shall provide to Enfield the project management services of its Community Development Coordinator, James Hallisey.
2. Mr. Hallisey shall perform the services in accordance with the attached Schedule of Responsibilities. Additionally, work shall be performed within the Town of Enfield between the hours of 8:00 a.m. to 6:00 p.m. Monday through Friday. Mr. Hallisey is obligated to submit detailed weekly project time sheets to the Director of Community Development for work performed.
(See form attached)
3. Enfield shall pay Windsor:
 - \$48.90 per hour for 15 hours per week for services rendered.
 - by the 1st of each month beginning on October 1, 2014
4. This Contract shall commence on October 1, 2014 and terminate on June 30, 2017. The term will be automatically renewed at the end of the initial term of an additional one year unless either party decides to terminate. If either Enfield or Windsor elects not to renew this Contract, written notice of termination must be provided at least thirty (30) days prior to such expiration of the original or any renewal term of the Contract. The terminating party shall provide such notice to the other party's Town Manager at the above-referenced address.
5. Enfield and Windsor reserve the right to cancel this Contract at any time. In the event that Enfield cancels this contract prior to June 30, 2017, Enfield agrees to pay Windsor all monies due and payable through such date within thirty days of the termination of the Contract. Enfield shall not be liable for any other monies as a result of the termination.
6. This Contract shall be governed by the laws of the State of Connecticut. Any changes to this Contract shall be in writing in a document duly executed by both the Enfield and Windsor.

7. The Town of Enfield and the Town of Windsor shall hold each other harmless from any and all damages, or claims for damages, to persons or property which may result from the acts, failure to act, or willful misconduct of their respective employees, agents, or instrumentality's in carrying out the assigned duties under this Agreement. The hold harmless protections will not apply where the damages and/or injuries result from documented cases of gross negligence of the agency under whose direction the assigned duties were performed.

For the Town of Enfield
Matthew W. Coppler
Town Manager

For the Town of Windsor
Peter Souza
Town Manager

Date

Date



TOWN OF ENFIELD

September 24, 2014

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to enter into Agreement with the State of Connecticut Office of Policy and Management and the Connecticut Juvenile Justice Advisory Committee Grant

Councilors:

Highlights:

- The Town of Enfield Youth Services, The Enfield Public School System, and the Enfield Police Department has been awarded the "Right Response CT Network Competitive Program Grant".
- The grant requires a graduated response to school-based incidents, a collaboration and partnership between police, schools, and youth services utilizing prevention, early identification and service referrals as interventions.
- Allowed strategies are preventive and intervention. Strategies include mandatory training for classroom teachers to address classroom behaviors, early identification of social, emotional, and behavioral health disorders, training and support for school climate strategies, support for early intervention and juvenile review board teams, provision of intervention services for students with chronic behavior issues and tracking performance indicators.
- The Right Response CT Network will be piloted at JFK Middle School. Enfield Youth Services is the identified Project Director and fiduciary department for this grant.

Budget Impact:

- The grant award is \$23,286. Approved funding include 150 additional hours for a Youth Service Counselor to coordinate the project and submit all deliverables – financial and programmatic, track outputs and outcomes as defined by the grant, purchasing of PBIS software, training for school personnel through professional development and other professional services, travel, and additional supplies.

Recommendation:

- That the Town Council approves the Town of Enfield Youth Services in partnership with the Enfield Police Department, and the Enfield Public Schools to accept the Juvenile Justice Advisory Committee, Right Response CT Network Grant for \$23,286.

Respectfully Submitted,

Pamela Brown
Director of Social Services

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**State of Connecticut Office of Policy and Management Right Response CT Network Program
Grant "Good Things Happen – Go JFK" project**

RESOLVED, that the **Town Manager, Matthew W. Coppler**, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with the State of Connecticut Office of Policy and Management for federal fiscal year October 1, 2014 through September 30, 2015 and to affix the Corporate Seal.

Date Submitted:
Submitted by:

9-26-14
Social Services Director

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

**Resolution Setting a Public Hearing to Amend Chapter 22 of the Town Code of
Enfield, Article II, the Cultural Arts Commission Ordinance**

WHEREAS, Chapter 22, Article II of the Town Code establishes the Enfield Cultural Arts Commission; and

WHEREAS, the Town Council wishes to amend the ordinance to redefine the Commission's purpose and responsibilities, increase its membership, and create a means to remove members absent for three consecutive meetings; and

WHEREAS, the Town Council wishes to seek input from the residents of the Town of Enfield regarding the proposed amendments.

NOW, THEREFORE BE IT RESOLVED, the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, October 20, 2014 at 6:50 p.m. to allow interested residents an opportunity to express their opinions regarding the Proposed Amendments to Chapter 22 of the Town Code of Enfield, Article II, the Cultural Arts Commission Ordinance.

Date Prepared: September 29, 2014
Prepared by: Town Manager's Office

BE IT ORDAINED by the Town Council of Enfield, Connecticut that the following Ordinance be amended as follows:

ARTICLE II CULTURAL ARTS COMMISSION

Sec. 22-31. Establishment of Commission.

The town council has established the cultural arts commission.

Sec. 22-32. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Commission means the cultural arts commission.

Sec. 22-33. Purpose of commission.

The purpose of the commission shall be to ~~encourage participation in and promotion, development and acceptance of artistic and cultural activities;~~ **plan and coordinate cultural events within the Town of Enfield and to encourage participation therein; to promote and develop artistic and cultural activities within the Town of Enfield that help support overall economic development throughout the Town.**

Sec. 22-34. Members; qualifications, appointment, terms of office.

a) Members of the commission shall be appointed by the town council and shall be selected from a broad cross section of the community so as to include members of diverse economic, social and cultural groups within the town, who are interested in the aims and purposes of this commission as set forth in this article.

b) The commission shall consist of: ~~seven~~ **eleven** resident electors, who shall serve for two-year overlapping terms, which shall commence on June 1 of the year of their appointment; ~~two Council member liaisons; and, one town staff member liaison.~~

c) Annually, during the month of June, the members of the commission shall meet, organize and from among their members elect a chair, a vice-chair and a secretary.

Sec. 22-35. Vacancies.

Any vacancy in the term of any member of the commission shall be filled by appointment by the town council for the unexpired term in accordance with section 22-34(a).

Sec. 22-36. Expenses and assistance.

The members of the commission shall serve without compensation. The commission may receive federal, state, municipal or private monies for the purposes of fostering, assisting and encouraging the arts and to encourage the participation in, and promotion, development and appreciation of artistic and cultural activities.

Sec. 22-37. Meetings.

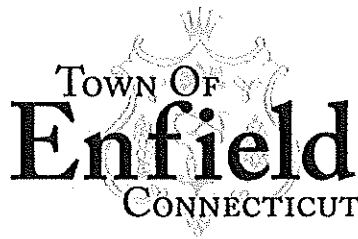
The commission shall fix the time and place of its regular **monthly** meetings and may hold such special meetings as may from time to time be required. The commission shall keep a record of its proceedings, deliberations and actions and shall annually report to the town council **in writing with respect to its work its activities and goals**. The commission may, within the limit of funds available, employ clerical help or solicit any technical assistance or consultants that may be required.

Sec. 22-38. Auxiliary services.

The facilities and services of the various agencies and departments of the town shall be available to the commission as it may reasonably require.

Additions [Excepting captions]

~~Deletions~~



September 12, 2014

Honorable Members
Town Council
Enfield, Connecticut

Subject: : Resolution Setting a Public Hearing to amend Chapter 14, Article IV, Property Maintenance of the Town Code.

Councilors:

Highlights:

- Reduces correction action period from 30 days to 10 days for grass, weeds or similar growth and persistent garbage, refuse or trash.
- Allows Blight Enforcement to correct the violations quicker and reduces the time neighbors have to put up with the violation.

Over the course of the last year, the Town of Enfield Blight Enforcement has encountered numerous tall grass and weed issues throughout the Town. Generally, if the resident is not willing to correct the violation themselves, neighborhoods are left with a blighted property for 45 to 60 days before the Town can correct the issue through the 'clean and lien' program. By reducing the corrective period for these violations, the Town of Enfield should be able to bring these properties into compliance in a more reasonable 15 to 30 day period.

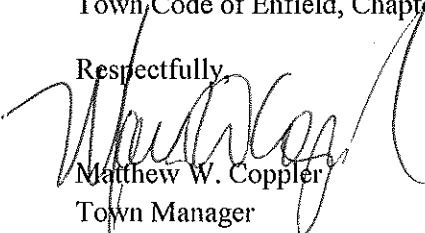
Budget Impacts

None

Recommendation

It is recommended that Council adopt the attached resolution to schedule a public hearing to allow interested residents an opportunity to express their opinions regarding the Proposed Amendment to the Town Code of Enfield, Chapter 14, Article IV, Property Maintenance.

Respectfully,


Matthew W. Coppler
Town Manager

Attachments:

1. Resolution
2. Ordinance

ENFIELD TOWN COUNCIL
RESOLUTION #_____

**Resolution Amending Chapter 14, Article IV,
Property Maintenance of the Town Code of Enfield, Connecticut**

WHEREAS, Chapter 14, Article IV of the Town Code of Enfield addresses property maintenance; and

WHEREAS, the Town Council has found this Article insufficient to address concerns related to the impact of grass, weeds, or similar growths greater than 12 inches and the accumulation of persistent garbage, refuse or trash on the general health, safety and welfare of the residents of the Town; and

WHEREAS, it has been determined that it is in the best interest of the Town of Enfield to amend the property maintenance ordinance in accordance with the revisions highlighted in Attachment A; and

WHEREAS, on October 6, 2014 a Public Hearing has been held in accordance with Charter requirements;

NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby adopt the amended sections of Chapter 14, Article IV of the Town Code of Enfield as provided in "Attachment A".

Date Prepared: October 1, 2014
Prepared by: Town Manager's Office

ATTACHMENT A

BE IT ORDAINED by the Town Council of Enfield, Connecticut that the property maintenance ordinance be amended as follows:

Sec. 14-177. Notice of violation.

(a) The town, through its property maintenance inspector, shall serve written notice to the person responsible for the blighted premises. The notice may be hand delivered or mailed by certified mail, return receipt requested, to the last known address of the owner. A copy of the notice shall also be sent to the lien holder of the property per G.S. § 7-148gg.

(b) Such notice shall state the violation and demand its abatement within 30 calendar days. If the owner fails to correct the violation, or provide a written plan of correction which may include a bona fide purchase and sale agreement which addresses the blighted condition that is acceptable to the property maintenance inspector, the property maintenance inspector may issue an enforcement citation as specified herein. **Any violation which pertains only to grass, weeds, or similar growths reaching a height greater than 12 inches, or the accumulation of persistent garbage, refuse or trash shall be given a ten day corrective action period upon receipt of written violation.**

(c) If the person responsible for the blighted premises cannot be ascertained or does not accept delivery of the written notice, the notice shall be published once in a newspaper having a substantial circulation in the town. The notice shall include the name of the last known owner of the real property upon which violation has been found and the address of the real property.

Sec. 14-178. Enforcement citation.

(a) If any violation remains unabated after 30 days, the property maintenance inspector is hereby authorized to issue a citation to the violator in accordance with this article. The citation will require immediate payment.

(b) If any violation which pertains only to grass, weeds, or similar growths reaching a height greater than 12 inches, or the accumulation of persistent garbage, refuse or trash remains unabated after 10 days, the property maintenance inspector is hereby authorized to issue a citation to the violator in accordance with this article. The citation will require immediate payment.

~~(c)~~(b) Failure to remedy the violation shall subject the violator to criminal penalties as permitted by statute, including referral to the state's attorney's office for criminal prosecution.

Additions [Excepting captions]
Deletions



TOWN OF ENFIELD

October 2, 2014

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Amending Resolution #9451

Councilors:

Highlights

- Amends original Resolution (2007) creating the Clean Energy Committee to revise number of members and scope
- Increases the number of members from 7 residents to 11 residents
- Keeps in place two Council liaisons and a staff liaison
- Terms lengths remain at four (4) years, staggered
- Creates Removal process for members that fail to show up to three consecutive meetings

At the October 15, 2007 Regular Council Meeting, Council adopted Resolution #9451 which created the Clean Energy Committee. At that meeting, the Town Council agreed upon a seven-member committee comprised of a cross-section of the community with liaisons from the Council and town staff with staggered terms. It was agreed it would be beneficial if they could also have a liaison from the School Department. The Committee was created to investigate the benefits of joining the Clean Energy Communities program which promoted the 20% renewable energy by 2010 motto.

Under the current scope, the committee has struggled to find their voice and a purpose since joining the Clean Energy Communities program several years ago. Also, without consistent projects to work on or a defined purpose, committee meetings have between three and four attendees. By increasing the number of members and revising their scope, it is believed that attendance would be greater and a direction given.

Based upon conversations with the Town Attorney's Office, the attached resolution was drafted to amend Resolution #9451 and correct the weaknesses that have been identified.

Budget Impact:

None.

Recommendation:

It is recommended that the Town Council adopt the attached resolution amending Resolution #9451.

Respectfully Submitted,

Derrick M. Kennedy
Assistant Town Manager

Attachments:

1. Resolution
2. Copy of Resolution #9451

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

Resolution Amending Town Council Resolution #9451 (2007):

**“A Resolution Proposing Clean Energy Commitment and
Creating a Clean Energy Committee.”**

WHEREAS, Town Council Resolution #9451 created the Clean Energy Committee; and

WHEREAS, the Town Council wishes to redefine the purpose and responsibilities of the Clean Energy Committee, increase its membership, and create a means to remove members who are absent for three consecutive meetings; and

NOW, THEREFORE BE IT RESOLVED, the final paragraph of Resolution #9451 is hereby amended as follows:

- The purpose the Enfield Clean Energy Committee is to remain dedicated to the practices of the Clean Energy Communities program; to research and recommend to the Town Council and other relevant commissions, committees, and boards their finding and recommendations; to work with Town staff as directed; and to engage the community in the activities promoted by the Clean Energy Committee and which have been approved by the Town Council and/or Town Administration; and
- The membership of the Clean Energy Committee is increased from seven to eleven Town residents; two Town Council liaisons; one Town of Enfield staff liaison, and one Board of Education liaison; and
- If a Clean Energy Committee member is absent for three consecutive meetings, the member is deemed automatically removed from the Committee and a vacancy thereby immediately created.
- All other provisions within Resolution #9451 to remain in full force and effect.

Date Prepared: September 29, 2014
Prepared by: Town Manager's Office



TOWN OF ENFIELD

September 12, 2014

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Non-Union Pay Plan 2014-15

Councilors:

Background:

Within the 2014-15 Budget, funding is available for wage increases for non-union members of Town Staff. There are 62 full-time employees falling into this classification of non-union, ranging in salary from \$21,698 to \$121,628. The total salary costs for this employee group is \$3,790,579.

The 2014-15 increases are projected to cost the Town up to \$77,811.

2014-15 Non-Union Pay Proposal

For purposes of discussion, I have split the non-union into three categories: Clerical/Administrative, Mid-management supervisory, and Department Directors. This breaks down the following way:

Category	Number of Employees	Total Salary	Average Salary
Clerical/Administrative	28	1,046,592	37,378
Mid-Mgmt Supervisory	22	1,519,397	69,063
Department Director	12	1,224,589	102,049
Total	68	3,790,578	55,743

Group 1 - Clerical/Administrative

Under the proposed pay plan, this group would receive a 1.5% percent wage increase. Additionally, this group would be eligible for an additional .5% merit increase based upon the results of their annual evaluation and a positive recommendation by their Department Director. Based upon a 1.5% across the board increase, this would cost the Town \$15,698. The merit based increase of .5% could cost the Town an additional \$5,232.

Group 2 - Mid-management Supervisory

Under the proposed pay plan, this group would receive a 1.25% percent wage increase. Additionally, this group would be eligible for an additional .75 % merit increase based upon the results of their annual evaluation and a positive recommendation by their Department Director. Based upon a 1.25% across the board increase, this would cost the Town \$18,992. The merit based increase of 0.75% could cost the Town an additional \$11,395.

Group 3 - Department Directors

Under the proposed pay plan, this group would be eligible to receive up to 2.0 % merit increase based upon the recommendation by the Town Manager. The merit based increase of up to 2.0% could cost the Town \$24,491.

Exceptional Merit Program

In addition to the aforementioned pay proposal, I am also recommending an Exceptional Merit Bonus program. This bonus would reward employees within the Non-Union classification a \$500 bonus (not factored into base salary) for meeting a high standard of customer service, initiative, reliability, and overall exceptional work for the Town of Enfield. We would set aside \$2,000 for this program and provide up to four awards. Employees would be recommended for this award by the Department Directors and final awards chosen by a team of Department Directors.

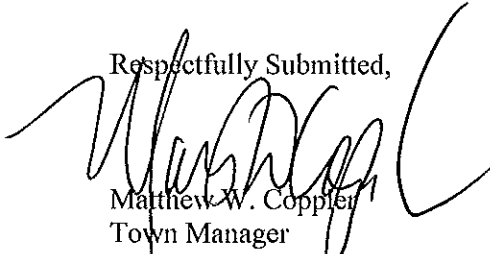
Budget Impact

This initiative has sufficient funds provided in the 2014-15 Budget.

Recommendation

It is recommended that Council adopt the attached Resolution to allow for budgeted increases to the wages of non-union employees.

Respectfully Submitted,



Matthew W. Copple
Town Manager

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

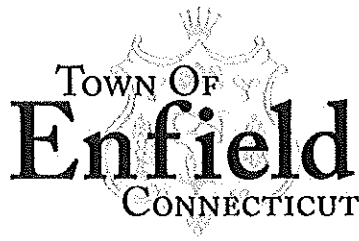
BE IT RESOLVED, that in accordance with Chapter VI, Section 14 of the Town Charter, the annual salaries and rates of pay for full time and part-time non-union employees will be increased by the following:

Clerical/Administrative	One and one half (1.5) percent effective and retroactive to July 1, 2014 with the possibility of an additional half (.50) percent increase based upon the results of their annual evaluation and a positive recommendation by their Department Director
Mid-management Supervisory	One and a quarter (1.25) percent effective and retroactive to July 1, 2014 with the possibility of an additional three quarter (.75) percent increase based upon the results of their annual evaluation and a positive recommendation by their Department Director
Department Directors	Retroactive to July 1, 2014 a merit based increase of up to two (2.0) percent based upon the results of their annual evaluation and a positive recommendation by the Town Manager

At the discretion of the Town Manager an additional five hundred dollar (\$500) bonus, not included in base pay, may be awarded for exceptional merit.

This resolution is inclusive of the Chief, Deputy Chief and Captains of the Enfield Police Department; and the Director and non-union staff of EMS, but exclusive of the Town Manager.

Date Prepared:	September 8, 2014
Prepared by:	Town Manager's Office



October 1, 2014

Honorable Members
Town Council
Enfield, Connecticut

Subject: MOU with North Central District Health Department for Custodial Services

Councilors:

Highlights:

- North Central District Health Department (NCDHD) has inquired if the Town would provide custodial services for their building located on North Main Street.
- Town Staff reviewed the request and believe this service could be offered to the NCDHD
- First year cost for the service would be \$6,538.60

A representative of the NCDHD recently reached out to me to ask if the Town would be willing to provide custodial services to the Health Department's building located on North Main Street here in Enfield. I asked our staff to review the request and make a determination if we could provide that service and what the cost of that service would be.

Staff presented the following to me:

- 1). It could be done. They would utilize part-time employees of the Custodial Division to provide service 3 days per week, 3 hours per day.
- 2). The cost of providing this service would be \$6,538.60 for the first year. \$318.96 for the initial cleaning to bring it to an acceptable standard, and \$6,219.72 for the first year of service at 3 days a week, 3 hours per day.
- 3). Paper and cleaning supplies would be the responsibility of the Health Department to provide.

Budget Impacts

This proposal would be cost neutral since all costs associated for this service would be the responsibility of the Health District.

Recommendation

It is recommended that Council approve the attached Resolution authorizing the Town Manager to sign a Memorandum of Understanding with the NCDHD to provide custodial services.

Respectfully,

Matthew W. Coppler
Town Manager

Attachments:

1. Resolution

**ENFIELD TOWN COUNCIL
RESOLUTION No. _____**

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO SIGN THE
MEMORANDUM OF UNDERSTANDING TO PROVIDE CUSTODIAL
SERVICES TO THE NORTH CENTRAL DISTRICT HEALTH DEPARTMENT**

WHEREAS, the North Central District Health Department (NCDHD) wishes to procure custodial related services from the Town of Enfield; and

WHEREAS, the Enfield Town Council agrees with this concept and wishes extend said custodial services to the North Central District Health Department; and

WHEREAS, Town staff has reviewed the request and believe custodial services can be offered to the NCDHD without affecting the regular operations of custodial services for Town owned buildings.

NOW THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby authorize the Town Manager to execute the necessary Memorandum of Understanding with the NCDHD, subject to review and approval by the Town Attorney.

Prepared by:
Date Prepared:

Town Manager's Office
October 3, 2014



**Notes from Public Presentation
Hazardville Memorial Elementary School
Enfield Water Supply Consent Order
September 9, 2014
7:00 to 9:00 pm**

1. Presentation started at 7:05 pm. Matt Coppler, Town Manager, introduced the discussion and turned the presentation over to Kevin Neary, CTDEEP.
2. Kevin discussed the History and the Details of the project. Specific items of note included:
 - The contaminant is TCE, common degreaser used in Machine Shops.
 - Industrial Park was active from the 1960's.
 - The major contamination came from 110 Broad Brook
 - Soil was removed, Pilot study for soil vapor extraction treatment was installed, Final Treatment system expected 2014/2015
3. Kevin talked about hydrogeology and contamination migration and how the CTDEEP started the sampling program and installation of GAC Filters.
4. Consent Order was sent to the Town and they took over sampling and monitoring program. Also received grant money to perform Hydrogeological study and short term and long term water supply study.
5. Short Term study continued monitoring at the various residences. 28 homes were monitored. Sampling started with F&O in 2012 with 4 quarterly events and then continued with semi-annual events starting in the Fall of 2013. Most recent event was completed in August of this year.
6. There was discussion of groundwater flow being from the northeast and the industrial park area to the southwest traveling through the neighborhood. The homes with highest concentration are in the groundwater flow path but are also in a low point for bedrock elevations; sort of like a tub area.
7. TCE has only been detected at homes with GAC filters, plus 4 Rebecca Drive in February and August 2014. The sampling in others has not shown any contamination, thus the reduction in sampling to semi-annually.
8. TCE concentrations appear to be generally decreasing from the initial values measured when CTDEEP started the sampling program. Graphs showing the data since 2005 were presented to the group. There were questions and concern about concentration and the initial results. They included:
 - a. Downward trend has localized increases at times, what causes this (this could be the result of seasonal changes in groundwater flow).

- b. Also talked about results being for pre-filter concentrations. All WQ results post treatment are non-detect.
 - c. Initially, prior to CTDEEP sampling I had been ingesting the contaminant. Do I have to worry about my family's health? DEEP mentioned that the concentrations are such that it increases chances of contracting cancer by 1 in 1 million if anyone ingested 2 liters for 70 years. Nothing really to worry about. Once filters and treatment system were installed no contamination is present in treated water.
9. Bob concluded the hydrogeologic section by mentioning that the present sampling program will continue and cartridge and filter change out will continue as necessary.
10. Kevin Flood then discussed the results of the Long Term Water supply Study. He listed the options investigated:
- a. Continue to use POE systems, sample/monitor systems, provide maintenance as necessary
 - b. Water Main Extension Options:
 - i. Base is for the Neighborhood
 - ii. Option 1 - Extend from the South on Town Farm Road and up Broad Brook Road to Neighborhood
 - iii. Option 2 Extend from North at Abbe Road, down Broad Brook to Neighborhood
 - iv. Option 3 Extend from Kennedy Drive up to the Neighborhood – Include a PS
 - v. Option 4 Extend from Taft Lane through Industrial Park and into Neighborhood, Included PS upgrade.
11. Kevin then discussed what the systems included:
- a. New service from road to property line and valve. Then service from property line into homes. Meter would be installed by Utility.
 - b. Pavement Repair would also be included.
12. Kevin then described the hydraulic analysis performed:
- a. Analysis was based on 4.1 MGD demand in HWC system
 - b. Demand for Neighborhood 18 gpm
 - c. 1200 gpm fire flow requirement and
 - d. Tank Level 5 feet below overflow
13. Results showed that only Option 4 worked hydraulically. Re-performed analysis by increasing water main size to 12 inches. This time Option 2 also provided necessary flows and pressures to the system.
14. Costs for two options that worked were \$2.169 million (Option 2 with 12 inch pipe) and \$2.152 million dollars (Option 4).

15. Comparatively, costs were presented for the GAC Filter option. These costs included:
 - a. Replace 7 filters currently in place with new units.
 - b. Continue with sampling of 28 homes on semi-annual basis
 - c. Maintenance including cartridge replacement at least annually
 - d. Maintenance including filter replacement at least every three years
 - e. Total cost over 20 year period is approximately \$700,000
16. Kevin presented costs for sampling that included homes with no filters and homes with filters. Kevin also showed how the Maintenance costs included in the calculation were obtained. We used GAC contractor costs and 4 hours of labor to come up with number.
17. The overall costs for replacing and maintaining the filter systems is just under \$700,000. When this is compared with the lowest cost alternative for water main extension, the difference is significant; on the order of \$1.6 Million.
18. Based on the wide variation in cost, the initial recommendation is:
 - a. Upgrade existing GAC filter systems at the point of entry
 - b. Continue to monitor / maintain these systems
 - c. Town to Submit Application for Funding. It will include:
 - i. Cost to upgrade each of the 7 GAC POE systems,
 - ii. Semi-annual sampling at GAC Residences + those immediately surrounding Homes,
 - iii. Annual sampling in one (1) location for 20 remaining homes that have been sampled,
 - iv. Cost for sediment cartridge filters to be replaced annually,
 - v. Cost for the replacement of a GAC filter at each residence every three (3) years.
19. We then opened up the floor for questions. They included:
 - a. Is this the final decision? No, has to be presented in front of council after this and they will make a final decision. This is scheduled for October. Town has heard comments from people here tonight and this will be presented as well to the Council when discussion occurs.
 - b. There was question about what Hazardville Water would be providing or supplementing to make this work. HWC said they would provide difference in cost between 8 and 12 inch main for options and also would be providing some fire protection materials (hydrants). A few hundred thousand dollars was estimated.
 - c. There was some discussion on whether booster pumps or storage tanks could be included in residential system costs. One homeowner said he had gotten an estimate that a booster pump system and 1,000 gallon storage tank would cost approximately \$30,000 so he could have water for both his lawn and for multiple uses in the house. We discussed possibility of a hydropneumatic tank or bladder tank and booster pump after filter systems but they would need to be sized so that you do not interfere with or adversely affect filter system.
 - d. Talked about property taxes and the amount paid over time frame was much more than total cost to install water to neighborhood. Town Manager talked about what the

project would entail and how it would need to go to referendum in order to get approved and move forward. There are options but all the neighbors would need to potentially chip in and pay something and not all of the residents are here and want city water.

- e. The residents felt they were not being treated fairly. While costs are much higher for water main extension, they really feel they deserve city water since their supplies were contaminated and the people responsible are not being held accountable. DEEP did mention the responsible party had passed away and they were no longer able to go after them by law. The property where the contamination was detected and the others in the Industrial Park all have begun to address their issues and the contamination will be remediated.
- f. There was discussion about pressure loss and volumetric loss going through systems. Presenters understood the pressure loss, not sure of the loss in flow rate. We will talk with Contractors of system to see if there are ways to reduce these losses.
- g. Question regarding washing machine and dishwasher replacement at some homes due to loss of volume pressure causing issues with these appliances. This will be something looked into and discussed further as the issue goes before council.
- h. One homeowner was upset he is unable to water lawn and do other things like shower or use appliances at the same time due to units causing loss in pressure and volume. 7 gpm resultant flow provides over 10,000 gallons per day, water needs for home are 500 gallons per day for domestic purposes. This does not include sprinkling the lawn.
- i. There was a question about the contaminant TCE. While it was removed from the site, the contaminant attaches to soil particles and gets imbibed into the bedrock pores, and it takes many years, flushing or aeration to strip and remove the VOC. That is why it will persist for years after the contamination occurs.
- j. There was talk about property value and how this would affect the sale of homes. There were homes with filters that have been sold and others in the neighborhood have also sold. There is no details as to how or if the sale and price were affected by the systems in place.
- k. Talk went back to how the DEEP looks at the cost for the water main extension. Realistically, only 4 homes are above the action limit. The cost of 2 million when divided over the four homes comes to \$500,000 each, a number much too large for DEEP to justify the extension. If there were larger numbers and more were adversely affected, there may be more consideration to the extension.
- l. The residents asked if there could be some consideration of including other materials in the overall systems including booster pumps, tanks, etc. that could increase the available water and pressure and not limit their ability to do things at their homes. The DEEP stated they could look into this. They will be contacting the Contractors to see what is available and what can be done to assist with this issue.

The meeting ended at 8:45 pm.



Executive Summary

Fuss & O'Neill was retained by the Town of Enfield, Connecticut to provide engineering services to obtain funding to address the specific requirements of the Connecticut Department of Energy and Environmental Protection (CTDEEP) Water Supply Consent Order (SRD-188) for the Still Meadow Neighborhood (See *Figure 1*) and assisting the Town in managing and addressing the specific tasks included within the Consent Order.

As part of the Consent Order, CTDEEP required the Town to take the following actions:

1. Perform a Hydrogeologic Study to determine the extent of the TCE contamination in the groundwater, define the affected parties, and provide recommendations as to those who would require short term and long term potable water supply provisions.
2. Provide short- term potable drinking water (deliver bottled water and install granular activated carbon Point of Entry (POE) treatment systems) to properties identified in the consent order.
3. Provide long-term potable drinking water supply for properties identified in the consent order (Summarized in this Report).

Summary of Hydrogeologic Investigation

The area surrounding the Still Meadow neighborhood has historically been, and is currently, used for agriculture. In the 1960s, an industrial park was developed northeast of the future Still Meadow neighborhood, and over time was occupied by various machine shops. Construction of the Still Meadow neighborhood began in 2002. Nineteen residences were constructed, with the last residence completed in 2007.

CTDEEP has determined that one or two of the parcels located within the industrial park are the source of the groundwater VOC plume affecting the Still Meadow neighborhood. Trichloroethylene (TCE) is the constituent of concern (COC) which has contaminated several residents' private drinking water supply wells.

Based on the results of the domestic-well sampling events performed by the CTDEEP, seven homes within the neighborhood were supplied by the CTDEEP with bottled water initially, and subsequently point of entry (POE) Granular Activated Carbon (GAC) filter systems to mitigate exposure to the TCE-contaminated groundwater: 3 Rebecca Drive, 7 Rebecca Drive, 10 Salerno Drive, 12 Salerno Drive, 13 Salerno Drive, 14 Salerno Drive and 15 Salerno Drive. Each GAC system consists of two GAC filters in series.



Geology and Groundwater Flow

Based on the surface topography in the area of the Still Meadow neighborhood, the shallow groundwater flow in the unconsolidated materials overlying the bedrock is inferred to travel be toward the west and southwest, toward Buckhorn Brook and the Scautic River. Further, the topography suggests there may be a local groundwater divide just north of the Still Meadow Neighborhood in the vicinity of the intersection of Broad Brook Road and Charnley Road. Environmental investigations conducted at 114 Broad Brook Road indicate that groundwater in the bedrock at that location flows to the southwest. This confirms that the industrial park is located hydraulically upgradient from the Still Meadow neighborhood.

Domestic Well Sampling Program

Fuss & O'Neill determined a Study Area which was agreed upon with the CTDEEP. The Study Area was based on a conceptual model that: 1) anticipated how the bedrock VOC plume may be traveling; and 2) incorporated surface topography and bedrock topography and utilized previous water-level mapping from the 114 Broad Brook Road investigation. The 139-acre Study Area, shown in *Figure 2*, encompasses addresses on Rebecca Drive, Salerno Drive, Broad Brook Road and Charnley Road.

Quarterly domestic-well sampling events took place during the months of May, August and November 2012 and February 2013. Twenty-eight residences agreed to participate in the sampling events.

At each residence not supplied with a GAC filter system, a sample was collected from a sampling port prior to any in-line filter system present to assure the collection of a representative groundwater sample. For each residence that had been supplied with a GAC filter system, samples were collected at a pre-filters port, a mid-filters port and a post-filters port. 156 Broad Brook Road, located outside the Still Meadow neighborhood, had a GAC filter system previously installed based on a prior DEEP study of groundwater contamination in that area.

Sampling Results

Table 1 presents the analytical results of the domestic-well sampling program. TCE was detected in samples collected in all four quarterly sampling events from six of the seven Still Meadow neighborhood residences with GAC filter systems: 3 Rebecca Drive, 10 Salerno Drive, 12 Salerno Drive, 13 Salerno Drive, 14 Salerno Drive and 15 Salerno Drive. At the seventh Still Meadow residence with a GAC system, 7 Rebecca Drive, TCE was detected in the May 2012 pre-filters sample; TCE was not detected in any samples from 7 Rebecca Drive during the subsequent sampling events.

The pre-filters TCE concentrations at 12 Salerno Drive were the highest recorded of all residences sampled over the four quarterly sampling events. The May 2012 pre-filters concentration was 20 micrograms per liter (ug/L), then the pre-filters concentration rose to 30 ug/L in August 2012, and remained around 30 ug/L for the last two quarters. Only 12 Salerno Drive yielded pre-filters TCE concentrations above the CTDPH action level of 5 ug/L through all four consecutive quarters.

Hydrogeologic Evaluation Conclusions

The results of the four-quarter domestic well sampling program indicate that, of the 28 residential wells within the Study Areas that were sampled, the occurrence of TCE was limited to the seven residences on Rebecca and Salerno Drives where GAC filter systems were previously installed.

No new POE GAC filters will need to be installed at any of the other residences within the Study Area. At this time, the TCE plume does not appear to be migrating to any domestic supply wells beyond those seven residential parcels, nor to any domestic supply wells beyond the Study Area. This is likely due to the affected wells acting as "interceptor" wells for the plume.

We recommend that all existing GAC filter systems be kept operational, and that those residences be sampled on at least a semi-annual basis to monitor the GAC filters' effectiveness and determine if/when GAC filters need to be changed out.

Long Term Potable Water Supply Evaluation

Once the hydrogeologic evaluation and results of the well sampling program were completed, an evaluation of alternatives for providing long term potable water supply to the affected properties was investigated. The options for long term potable water supply included 4 water main extension options and maintaining the existing POE GAC filter treatment systems that have been installed. Each is listed below.

- Alt. 1 - Extending potable water distribution system water from Town Farm Road to the south up to the neighborhood.
- Alt. 2 - Extending water from the intersection of Abbe Road and Broad Brook Road south on Broad Brook Road to the neighborhood.
- Alt. 3 - Extending water from Kennedy Drive (west of the Neighborhood) through an easement to the neighborhood.
- Alt. 4 - Extending water from Taft Lane (northwest of Neighborhood) through an easement and down through the Industrial area to the neighborhood.
- Alt. 5 - Keeping the POE filtration systems in place, and maintaining them for the Residents that have been affected.

Planning Review

Before defining the flow demand projections, a brief review of the Town (April 2011) and State Plans of Conservation and Development (2005-2010) was completed to determine if the options of extending water mains would conflict with the Plans currently in place. Based on our review of the Town's and State's Plan of Development, there does not appear to be potential issues with the Town of Enfield for future land use and the State's Plan of C&D that could limit the water main extension options presented.



This is because the area is primarily Neighborhood Conservation Area with small areas of Preservation Area and Existing Preserved Open Space.

Flow Demand Projections

For the water main extension options, flow demand projections were completed. The flows were based on 27 properties and also the 4 industrial properties in the area. Average Day Demands (ADD) were estimated 10 gpm. Maximum Day Demands (MDD) were estimated at 20 gpm (2 x ADD). Peak Hour Demands were estimated at 56 gpm. Fire Flow demands were based on discussions with the Hazardville Fire Department. The required fire flow is 1,200 gpm for a two (2) hour duration.

System Layout and Modeling

The layouts of the proposed water distribution system extension for the different alternatives are shown on *Figure 3*. The systems shall be installed based on the Town of Enfield's and Hazardville Water Company's Standards & Specifications (See *Appendix C*). These layouts were used for determining if the systems would be able to provide the necessary flows and pressures. This was analyzed using the hydraulic model of the existing distribution system. The criteria for the analysis were as follows:

- Maximum Day Demands for the overall system = 4.1 million gpd
- Peak Hour Demand of neighborhood = 53 gpm
- Maximum Day Demands of the neighborhood = 18 gpm
- Fire Flow Demand = 1,200 gpm
- Water level in each storage tank = 5 feet below overflow
- Water Main = 8-inch

See *Appendix D* for the Still Meadow Neighborhood Water Modeling Results letter provided by Tata & Howard, dated July 26, 2012.

As shown in *Table 3* below, Alternative 4 was able to provide positive pressure when the analysis was completed using 8-inch main for the various layouts provided in *Figure 3*. The alternatives were re-evaluated using 12-inch diameter mains instead of 8-inch diameter mains in the second analysis completed. A 20 psi residual pressure was met during fire flow demands for Alternative No. 2.

Table 3 Summary of Residual Pressure Modeling Results

Alternative	8-inch Main	12-inch Main
No. 1	No Positive Pressure	No Positive Pressure
No. 2	No Positive Pressure	Positive Pressure
No. 3	No Positive Pressure	Pressure < 20 psi
No. 4	Positive Pressure	N/A*

* Was not analyzed since Alternative worked with 8-inch main.

Based on the modeling results summarized above, there are two viable options for extending water to the Still Meadow Neighborhood.

Opinions of Cost for Alternatives

Order of Magnitude Opinions of Cost for each of the alternative are summarized in *Table 4*. Additional breakdowns for the costs associated with the various alternatives are included in *Table 5* through *Table 10* at the end of this report. Note that the costs for legal, administrative, and engineering services are included in the total cost (25% of total construction cost). The contingency is also included in the total cost (25% of total construction cost).

Based on the water modeling analysis, the only two alternatives that would provide positive residual pressure and meet the demands within the system for the Still Meadow Neighborhood are Alternative No. 2 (with 12-inch diameter water main) and Alternative No. 4 (with 8-inch diameter main). The order of magnitude costs for these two alternatives are approximately \$2.17 million and \$2.15 million, respectively. These costs include the capital cost for new mains in the Still Meadow Neighborhood, the cost for extending from the existing water mains in the Hazardville Water Company's distribution system to the Still Meadow Neighborhood and the 20 year present worth cost of the annual operation and maintenance cost for the distribution system.

Conversely, the 20-year life cycle cost for the existing GAC filter treatment systems was obtained from CTDEEP and adjusted once the results of water quality sampling was analyzed. The 20-year life cycle cost includes the following:

- upgrading the existing filters in place,
- annual costs for the replacement of sedimentation filters,
- semi-annual sampling in three locations for VOC's at each of the homes with filters and
- semi-annual sampling in 1 location for the homes without filters
- cost for the projected change out of filters every three years for the GAC filter systems

The results are presented in *Table 11* through *Table 13*. These costs were estimated at \$289,000.

Recommendations

Based on the life cycle costs of the various alternatives and the results of the water quality sampling previously completed by the CTDEEP and continued by Fuss & O'Neill, it is recommended that the Still Meadow Neighborhood upgrade its existing GAC filter systems at the point of entry and continue to monitor and maintain these systems over the next 20 years. This will provide a reliable long term potable water supply to the neighborhood. The costs that would be requested in funding to assist the Town of Enfield in providing the long term solution would include:

- Cost to upgrade each of the 7 GAC POE systems in place,
- Semi-annual sampling at each of the facilities with filters in three (3) locations,



- Semi-annual sampling in one (1) location for each of the 20 remaining homes that have been sampled in the past to confirm that VOC contamination has not migrated or become elevated,
- Cost for sediment cartridge filters to be replaced annually,
- Cost for the replacement of a GAC filter every three (3) years.

Town of Enfield**Application for Vacancy on Boards, Agencies & Commissions**

Date: 07/17/2014
Name: John R. Hayes
Address: 25 Fairfield Rd.
Telephone No. (Home): 860-265-2397 (Work): 860-687-7844
Occupation: Management E-Mail: hayesjohn66@yahoo.com
Registered Voter: ☒ Yes ☐ No Party Affiliation: Republican

Board, Commission or Agency Interested in: Inland Wetlands and Watercourses Agency

☒ New Appointment ☐ Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:

I have experience and have held positions in property management, and understand the impact development can have on the environment and our ecosystem. I'm an avid outdoorsman and have studied the importance of preservation and conservation. I have a background in business management, and project management. My strengths are in efficiency and providing common sense solutions to problems. Thank You for your consideration.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? ☐ Yes ☒ No

If so, please state name of Board, Commission or Agency and time server:

If this is a reappointment, please list the number of meetings attended during the last 12 months:

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission? ☒ Yes ☐ No

12 noon
Friday

TC leadership

Town of Enfield**Application for Vacancy on Boards, Agencies & Commissions**

Date: 09/15/2014
Name: Rachel Burnes
Address: 2 Keen Court, Enfield, Ct. 06082
Telephone No. (Home): 860-920-2573 (Work):
Occupation: HomeMaker E-Mail: r.burnes@outlook.com
Registered Voter: ☒ Yes ☐ No Party Affiliation: Unaffiliated

Board, Commission or Agency Interested in: Enfield Beautification Committee
☒ New Appointment ☐ Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:

I feel as though I would benefit the Enfield Beautification Committee in many ways. I am a very motivated, organized individual and would love to improve our community more than it already has been done. I am very creative, and would love to bring some of my ideas to the table so we may all speak about them to make our community a better place. I would love to be involved with such a great committee for such a wonderful growing town. I would contribute to the committee by bringing new ideas to the meetings, trying to get more of the community evolved, put on more community clean up events and stay on top of the current happenings in Enfield to make everyone aware of what needs to be improved. I would be very grateful if I was chosen to be a part of the beautification committee! Thank you for your time and consideration. Rachel

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? ☐ Yes ☒ No

If so, please state name of Board, Commission or Agency and time server:

If this is a reappointment, please list the number of meetings attended during the last 12 months:

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission? ☒ Yes ☐ No

TC Leadership 10/1

Town of Enfield**Application for Vacancy on Boards, Agencies & Commissions**

Date: 09/15/2014
Name: Elizabeth Gillen
Address: 5 Hickory Lane Enfield, CT 06082
Telephone No. (Home): 860-745-7349 (Work): 860-763-2044
Occupation: Director, non-profit E-Mail: egillen2012@gmail.com
Registered Voter: ☒ Yes ☐ No Party Affiliation: Independent

Board, Commission or Agency
Interested in:

Fair Rent Commission

☐ New Appointment ☒ Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:

I have done much volunteer work in the community in area of human services, I am extremely concerned about the housing issue in this area and I have a keen sense of social justice.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? ☒ Yes ☐ No

If so, please state name of Board, Commission or Agency and time server:

Fair Rent Commission, July, 2002 to present National Life Center, June 2000 to present

If this is a reappointment, please list the number of meetings attended during the last 12 months:
none

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission? ☒ Yes ☐ No

TC Leadership 10/1

Town of Enfield**Application for Vacancy on Boards, Agencies & Commissions**

Date: 08/28/2014
Name: John P. Alexander
Address: 18 Overhill Rd
Telephone No. (Home): 860-763-2124 (Work):
Occupation: Instructor E-Mail: jfire1991@gmail.com
Registered Voter: ☒ Yes ☐ No Party Affiliation: Unaffiliated

Board, Commission or Agency
Interested in:

Ethics Commission

☐ New Appointment ☒ Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? ☒ Yes ☐ No

If so, please state name of Board, Commission or Agency and time server:

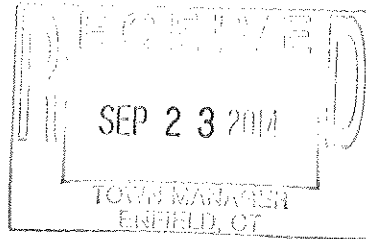
Ethics Commission

If this is a reappointment, please list the number of meetings attended during the last 12 months:
6

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission? ☐ Yes ☒ No

10/31/14

CHOIR (P)



180 Green Manor Rd.
Enfield, CT 06082
September 19, 2014

Mr. Scott R. Kaupin
Mayor
Town of Enfield
Town Offices
820 Enfield St.
Enfield, CT 06082

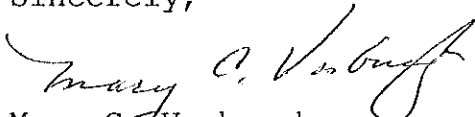
RE: Commission on Aging Appointment

Dear Mayor Kaupin:

It is with regret that I am resigning from the Commission on Aging, effective immediately. My resignation is for personal reasons.

Thank you for your attention to this matter.

Sincerely,


Mary C. Vosburgh

Cc: David Goyette, Chairperson, COA

u 12/31/16

Town of Enfield**Application for Vacancy on Boards, Agencies & Commissions**

Date: 10/02/2014
Name: Elizabeth R Davis
Address: 201 N.MapleAve, Enfiel CT 06082
Telephone No. (Home): 860-982-8250 (Work): 860-548-3224
Occupation: US Military E-Mail: Ld06082@gmail.com
Registered Voter: ☒ Yes ☐ No Party Affiliation: Democrat

Board, Commission or Agency Interested in: Inland Wetlands and Watercourses Agency
☒ New Appointment ☐ Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:

I am currently serving on IWWA now as an alternate member. In the 23 years of my military career, I was the environmental manager for 10 years. I feel that my background experience and various trainings I have completed have prepared me to be an effective member of IWWA. These experiences, along with my desire to work with the team in serving the best interests of the town of Enfield, make me an ideal member of the committee. The following are some of my completed trainings and earned certificates: Transportation of Hazardous Material (80 hrs training biennially) Hazardous Waste Training DOT Security Training OSHA Compliance Course (30 hrs) CTARNG IPAS / ECO (16 hrs) Advanced Hazardous Material & Waste Management (8 hrs) Environmental Briefing (8 hrs) Integrated Compliance Workshop Emergency Coordinator & Hazardous Waste Management Compliance Anti-Terrorism Level 1 Awareness Training Petroleum Supply Specialist Hazardous Substance Management System Special Course for Safety Management Waste Management, Spill Response, & Stormwater Pollution Prevention Awareness Hazardous Materials Emergency Response Workshop Hazardous Materials Handling FBI Hazardous Materials Response Unit Tactical Considerations for Terrorism Response First Responder Operational – Refresher Site Safety Plans Incident Leadership Defense Basic Preservation and Packing Course Hazardous Stormwater Pollution Prevention Emergency Spill Response Resource Conservation and Recovery Act (RCRA) Hazardous Materials Training Through the town I have recieved training ,Land Use Acadaemy: Legal requirements & Procedures,Roles & Responsibilities Basic Elements of plan reading

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? ☒ Yes ☐ No

If so, please state name of Board, Commission or Agency and time server:
Inland Wetlands and Watercourse Agency-present as an alternate member

If this is a reappointment, please list the number of meetings attended during the last 12 months:

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission? ☒ Yes ☐ No